

MOHAMMED AZAZ

Purchase, Supply chain
& Import Specialist



About Me

Diligent Purchase Specialist with 6 years of experience a strong aptitude for analysis, negotiation, and contract management. Adept at building and maintaining positive relationships with suppliers to ensure timely delivery and quality products.

+974-30071278

azazchouhan@gmail.com

Doha, Qatar

EXPERIENCE

Al Mutasaliq Trading center

Doha-Qatar

2021-Current

Designation: Purchase Manager

Responsibilities:

- Managing strategic purchases, tracking metrics, negotiating deals, and managing vendors. collaboration with stakeholders, forecast market trends, and ensure clear requirements from users
- liaison with clearing agents, sound knowledge of local customs' regulations
- Managing multiple vendors, Vendor performance evaluation, communications & data storage
- Searching new vendors, products, services to keep up with industrial trends and latest updates
- monthly report preparation and presentation to management
- Monitor and direct staff to achieve their KPIs
- handling By Air & By Sea shipments and their documentation.
- Regularly searching for new vendors for cost optimized purchase.
- Review warehouse reports and enable timely reordering
- Managing multiple suppliers.
- coordination with multiple freight companies to get suitable quotation for transportation of goods
- Actively looking for new market demands.
- To make sure the products are as per Qatar standards.
- Registration of Food products to Ministry of public health's system.
- Checking the inspection reports of ministry of public health and get the approval by fulfilling necessary requirements.

LANGUAGE

- English
- Arabic(basic)
- Hindi & Urdu

EXPERTISE

- Management Skills
- Creativity
- Digital Marketing
- Negotiation
- Critical Thinking
- Leadership
- communication skills

PERSONAL DETAILS

- Valid driving license of Qatar
- Nationality: Indian
- Date of Birth: 10/01/1997

Al Mutasaliq Trading center

Doha- Qatar

2018-2020

Designation: Purchase Officer

Sourcing potential suppliers through market research, networking, and referrals,

Evaluate suppliers based on quality, price, reliability, and delivery speed.

Maintain master list of approved suppliers and update it on regular basis.

Vendor Relationship Management : Monitoring suppliers performance, reviewing concerns and resolving issues.

EDUCATION

MGSU-Rajasthan

Bachelor of Commerce(B.com)

2014-2017

Trainings & Certificates

Blue Ocean Academy

Certificate in Supply Chain Management

Blue Ocean Academy

Certificate in Vendor Management

Technical

Ms. office

SAP (operating knowledge)

Oracle